

FORT BEND COUNTY FY 2009
DRAINAGE DISTRICT AGENDA REQUEST FORM

AGENDA ITEM

Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

D2

Date Submitted:	May 20, 2009	Submitted By:	Mark Vogler
Court Agenda Date:	May 26, 2009	Department:	Drainage District
		Phone Number:	281/342-2863

SUMMARY OF ITEM:

Approve out-of-state travel for Juling Bao to San Diego, California to attend the ESRI User Conference July 13 – 17, 2009.

RENEWAL AGREEMENT/APPOINTMENT YES NO

REVIEWED BY COUNTY ATTORNEY'S OFFICE: YES NO

List Supporting Documents Attached:

FINANCIAL SUMMARY:

BUDGETED ITEM: YES NO

FUNDNG SOURCE: Accounting Unit: Drainage, Travel Account Number:
Activity (If Applicable):

DESCRIPTION OF LAWSON ACCOUNT:

Instructions to submit Agenda Request Form:

- Completely fill out agenda form: incomplete forms will not be processed.
- Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.
- All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

DISTRIBUTION:

Original Form Submitted with back up to County Judge's Office (✓ when completed)
If by E-Mail to ospindon@co.fort-bend.tx.us If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to numbers below:

<input type="checkbox"/>	Auditor	(281-341-3774)	<input type="checkbox"/>	Comm. Pct. 1	(281-342-0587)
<input type="checkbox"/>	Budget Officer	(281-344-3954)	<input type="checkbox"/>	Comm. Pct. 2	(281-403-8009)
<input type="checkbox"/>	Facilities/Planning	(281-633-7022)	<input type="checkbox"/>	Comm. Pct. 3	(281-242-9060)
<input type="checkbox"/>	Purchasing Agent	(281-341-8642)	<input type="checkbox"/>	Comm. Pct. 4	(281-980-9077)
<input type="checkbox"/>	Information Technology	(281-341-4526)	<input type="checkbox"/>	County Clerk	(281-341-8697)
<input type="checkbox"/>	Other:		<input type="checkbox"/>	County Atty	(281-341-4557)

RECOMMENDATION / ACTION REQUESTED:

Approve out-of-state travel for Juling Bao to San Diego, California to attend the ESRI User Conference July 13 – 17, 2009.

Special Handling Requested (specify):